



M A G I L L
S C H O O L



Enrolment Policy

Enrolments are accepted for all children from Reception to Year 7 living within the designated Magill school zone.

The boundaries of this zone are Glynburn Road, Arthur Street and Moules Road, Glen Stuart Road and Kensington Road.

Parents will be required to provide evidence of their place of residence to verify that they live within the zone.

All receptions start at the beginning of the year. Those who turn 5 before 1st May will start at the beginning of the school year and those who turn 5 on or after 1st May will start school at the beginning of the following year.

Families who live outside the designated zone may apply to enrol using the appropriate form located on the website. The decision on whether the enrolment is accepted will be made by the Principal or delegate and will be based on the following:

- Siblings already attending Magill School.
- Space being available in classes at the relevant year level.
- Distance outside of the zone.
- Any compassionate grounds.

Students who are new arrivals from a non-English speaking country are advised to consider the option of attending a specialist IELC (Intensive English Learning Centre). These schools are located at Gilles Street in the city and East Torrens Primary School. We can discuss whether this option is the best in individual circumstances. This is a temporary placement and the student can then enrol at Magill when their English will enable them to participate fully in all learning programs.

When families request enrolment due to dissatisfaction in their current school they will be advised to discuss their concerns with the Principal of that school. When all attempts to address the issues have been taken enrolment at Magill may be approved if you are in the Zone.

Providing Proof of Residency – Change of Address

Magill School is almost at capacity, students need to provide at the time of enrolment proof of the child's primary place of residence.

1. **A gas or electricity bill** stating the new residential address (not a business address) and the name of the parent/guardian. The utility bill should be recent. **Telstra and water rates are not acceptable** as parents may receive these invoices for additional rental properties or businesses that they may own.
2. A copy of the property's Contract of Sale (if the home is the permanent residence), or
3. If the parent/ guardian is renting then they should provide **a rental agreement and bond receipt (from the Residential Tenancies Tribunal)** stating where the parent/guardian is currently, or will be, residing over the next 12 months of the schooling period.

4. If a student states that they are residing with a relative/friend, then supporting documentation stating that the relative/friend is the legal guardian of the student is requested. This documentation should include a Parenting Order from the Family Court, which states that the relative/friend is the full-time guardian of the child. **Statutory Declarations are not considered to be sufficient documentation in this regard.**

Please note, the provision of a Contract of Sale on its own **is not considered to be sufficient documentation.** The property may have been purchased by the parent/guardian and rented to other occupants. This is why a copy of a recent utility bill is also required.

This documentation also needs to be provided by parents/guardians if they are seeking to change their address on the department's EDSAS system. Addresses should not be changed by schools if this information is not provided.

Renting a Room(s)

The renting of a room or at a property, does not meet the department's Enrolment Policy criteria. A child or student's zoned school is determined according to their permanent and primary place of residence. One or two rooms do not constitute a permanent and primary place of residence. Families must therefore rent an entire property in order for it to be considered their permanent primary place of residence.

As per the Proof of Residence criteria, a rental agreement and bond receipt (from the Residential Tenancies Tribunal) stating where the parent/guardian and student is currently, or will be, residing over the next 12 months. For the purpose of zoning, the rental agreement needs to cover at least 12 months of the student's first year at the school (i.e. For students applying for admission to a school in Reception in 2018 then the rental agreement dates will need to be between January 2018 and January 2019). Both the agreement and the bond receipt need to be provided in order to satisfy this criteria.

Enrolment of Students with Separated Parents

Most family court orders stipulate that both parents must agree on where the student will attend primary or secondary school, irrespective of whether one parent has majority custody. That is, even if a parent has 60% custody and the other parent, 40% custody, they must still both agree on where the child will be enrolled. Irrespective of who has majority custody, both parents have an equal right to access the same information about the child from the school. That is, school reports and school newsletters should be sent to both parents.

At the time of enrolment schools we will ask whether a current Family Court Order is in place. Copies of Family Court Orders will be retained by the school and kept in the student's file.

When determining the zoned school for students that live with both parents, the student (and parents) will need to advise the primary/secondary school about which parent's address will be used as the primary place of residence on the enrolment form.

Student who claim to have a primary place of residence with a relative/friend

Where a child or student claims to be residing (as their primary place of residence) with a relative or friend for the purpose of gaining an enrolment in an out-of-zone school, then supporting documentation stating that the relative/friend is the legal guardian of the student is required. This documentation must include a Parenting Order form the Family Court, which states that the relative/friend is the formal full-time carer of the child/student. **Statutory Declaration are not considered to be sufficient documentation in this regard.**